

**Country: Sri Lanka
Project Document**

Project Title: Promoting Sustainable Biomass Energy Production and Modern Bio-Energy Technologies

UNDAF Outcome(s)/Indicator(s): Service providers ensure equitable access to improved quality services and economic infrastructure to vulnerable populations in disadvantaged areas.

CPAP Outcome: Economic policies, strategies and programmes address geographical and income disparities and aid utilization is more effective and coordinated

Expected Output(s): Communities in selected areas adopt and benefit from improved environment and energy best practices, technologies and related investments.

Implementing Partner: Ministry of Environment

Responsible Party: UNDP

Brief Description

This project is to implement a GEF Project Preparatory Grant (PPG) to develop a Full Size Project (FSP) under the Climate Change theme "to build the capacity of Sri Lanka on the use of biomass to generate energy." At the PPG stage (September 2010-March 2011) the project will collect background information on renewable energy options, conduct stakeholder interviews, develop technology options, and prepare management arrangements plus the initial setup for the FSP implementation.

Programme Period:	2008-2012	2010 AWP budget:	48,000 USD
Atlas Award ID/Project ID:	00060016/00075332	Total resources required [2010-2011]:	224,000 USD
Start date:	September 01, 2010	Total allocated resources [2010-2011]:	224,000 USD
End Date:	March 31, 2011	GEF	74,000 USD
PAC Meeting Date:	September 20, 2010	Government	150,000 USD
Management Arrangements:	NIM	(In- kind)	
		Unfunded budget:	
Agreed by (Implementing Partner): Dr. R.H.S. SAMARATUNGA Secretary	Title and Signature:		Date: 22-11-2010
Agreed by UNDP: Ministry of Environment	Title and Signature:		Date: 26-11-2010

Razina Bilgrami
Deputy Country Director (Programme)

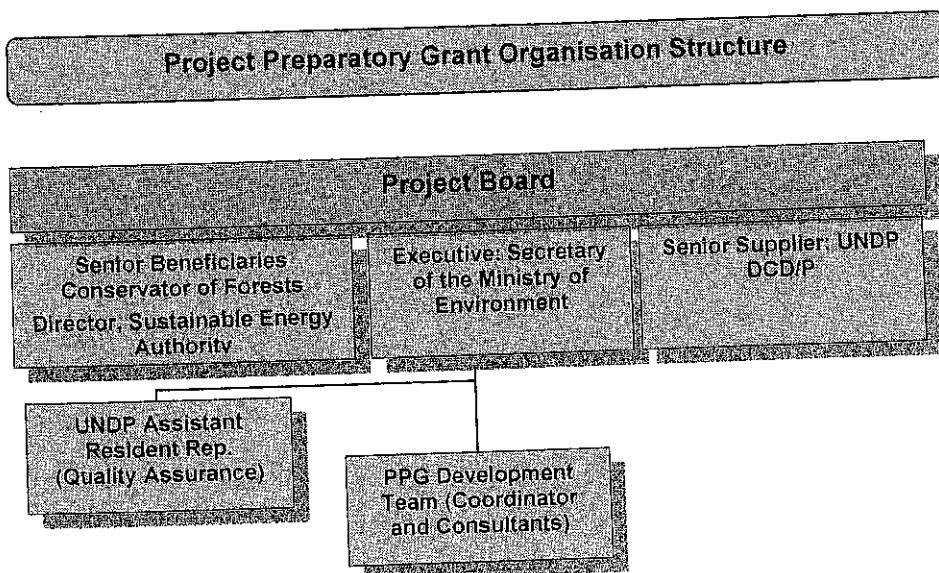
ANNUAL WORK PLAN: 2010 - 2011

CPAP OUTPUTS and baseline associated indicators and environmental targets	PLANNED ACTIVITIES and activity results and associated actions	TIME FRAME		RESPONSIBLE PARTY	Donor Code	Budget Code	REAINED BUDGET		
		Q3 2010	Q4 2010				2010 Amount	Total amount	
Key Activity Result 1: Project document for a GEF Full Size Project (FSP) developed on 'Promoting Sustainable Biomass Energy Production and Modern Bio-Energy Technologies'									
	1. Review of previous projects on renewable energy development and utilization	x	x	ME/UNDP	62000	71300	Local Consultants	9,000	
		x	x	ME/UNDP	62000	75700	Training Workshops	1,000	
	Total activity 1						10,000	10,000	
	2. Conduct of Logical Framework Analysis (LFA)	x	x	ME/UNDP	62000	71300	Local Consultants	10,000	
		x	x	ME/UNDP	62000	72100	Contractual services	4,000	
		x	x	ME/UNDP	62000	75700	Training Workshops	1,500	
		x	x	ME/UNDP	62000	71600	Travel	500	
	Total activity 2						16,000	20,000	
	3. Undertake detailed Design of Project Components & Activities	x	x	ME/UNDP	62000	71300	Local Consultants	10,000	
		x	x	ME/UNDP	62000	72100	Contractual Services	5,000	
		x	x	ME/UNDP	62000	75700	Training Workshops	2,000	
		x	x	ME/UNDP	62000	71600	Travel	500	
		x	x	ME/UNDP	62000	72500	Supplies	2,000	
		x	x	ME/UNCP	62000	74200	Printing & Publications	500	
	Total activity 3						20,000	20,000	
	4. Prepared coordination and implementation mechanisms and establishment of the institutional framework for FSP	x	x	ME/UNDP	62000	72100	Contractual Services	500	
		x	x	ME/UNDP	62000	75700	Training Workshops	1,000	
		x	x	ME/UNDP	62000	74200	Printing & Publications	500	
	Total activity 4						2,000	4,000	
	TOTAL						41,000	41,000	

Brief Description of the project

The purpose of this Project Preparatory Grant (PPG) by Global Environment Facility (GEF) is to prepare the Full Size Project (FSP) Document and GEF CEO Endorsement Letter for the GEF Full-sized proposal on "Promoting Sustainable Biomass Energy Production and Modern Bio-Energy Technologies in Sri Lanka." UNDP will work with the Ministry of Environment (GEF Focal Point in Sri Lanka and Executing Agency), Sustainable Energy Authority (Co Executing Agency) and other key stakeholders including FAO to develop the FSP and the management arrangements. Work will start with finalization of the Terms of References for the short-term consultant team as proposed in Annex 1 and hiring them through UNDP. PPG team will be formed (short term consultants) and mobilized on respective tasks and Ministry of Environment and Sustainable Energy Authority will provide the logistical assistance. Extensive stakeholder inputs will be obtained to ensure that the Full-sized project being developed is relevant, addresses GEF requirements and is endorsed by the Government and other stakeholders with adequate financial resources.

Project Management Arrangements: The organizational structure for this project will be as follows:



The **Project Board [PB]** will have overall responsibility for implementation, oversight & quality assurance of the PPG. The Project Board will include the **Secretary of the Ministry of Environment** to serve as the **Executive** and will have ultimate responsibility for the project, supported by the Senior Beneficiary and Senior Supplier.

The UNDP Deputy Country Director for Programme will represent the interests of those designing and developing the project deliverables and providing project resources.

whatsoever in the settlement of Government of Sri Lanka duties/taxes/levies/VAT on all imported and local procurement of goods and services.

Monitoring & Evaluation (M&E)

The PPG will be monitored against the annual workplan and M&E Plan (Annex I), which build on the CPAP M & E Framework. Progress against each of the indicators will be reviewed quarterly and updated accordingly.

- On a quarterly basis, a **Quarterly Progress Report** shall record progress towards the completion of key results, based on quality criteria and methods captured in the Project M & E Framework.
- An **Issue Log** shall be activated in Atlas and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- Based on the initial risk analysis submitted (see annex 1), a **risk log** shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
- A **Monitoring Schedule Plan** shall be activated in Atlas and updated to track key management actions/events
- Field visits will take place as required for the PPG development
- **Project Review Report.** A end of Project Report that include the FSP document and GEF CEO endorsement letter shall be finalized by the UNDP Project Manager and shared with the Project Board and the Outcome Board. The report shall also consist of the Atlas standard format for the M QPR's with summary of results achieved against pre-defined targets at the output level. The M & E Framework and updated Tracking Tool will be annexed to the Review Report.

	GoSL as conservation area DISAGGREGATE: strict reserve, sanctuaries, national parks, jungle corridors/ gazetted areas					
% of total national annual budget allocated for sustainable environmental management	SUSTAINABLE ENVIRONMENTAL MANAGEMENT: all allocations that are for: waste management, WASH, forest preservation, wildlife management, biodiversity, coastal conservation METRIC: Numerator: Tot. Rupee allocation for environmental management/ Denominator: Tot. rupee value of national budget. DISAGGREGATE: Sector	DENOMINATOR: /NUMERA TOR: National budget	Desk review with checklist	annually, Nov/Dec 2010	PM + Team	PM+Team
#/% of new policies informed by knowledge products developed with UNDP assistance	NEW POLICIES: GoSL cabinet approved papers INFORMED: using UNDP knowledge products as basis KNOWLEDGE PRODUCT: recommendations, status reports etc. METRIC: Numerator: # of environmental policies approved that had UNDP input/Denominator: tot. # of environmental policies approved by cabinet DISAGGREGATE: Type of policy and thrust area	Office of the Secretary to the Cabinet periodic reports	Desk review	annually, Nov/Dec 2010	PM+team	PM+team

GEF Full Project Size (FSP) developed on “Promoting Sustainable Biomass Energy Production and Modern Bio-Energy Technologies”	Presence of a comprehensive Log Frame Analysis (LFA) for the project developed.	LFA report available		Progress Reports on LFA development	Reports	End of Q4 2010	PM+team	PM+team	PM+team	LFA not available and co-financing not identified
		% Co financing mobilized	Institutions and roles defined for FSP and management mechanism agreed upon							
		Institutional mechanism described in the GEF FSP documents and management arrangements defined	FSP Document	FSP Prodoc and GEF CEO endorsement letter with details of implementation of FSP	Jan 2011	PM+team	PM+team	PM+team	No mechanism established for the project implementation	

Annex 1: Consultants Financed by the Project
Preparation Grant (PPG) and Tasks

Position Titles	Rate, US\$/ Person Week	Estimated PWs	Tasks to be Performed
Local consultants			
Project Development Manager	700	30	Manage and coordinate day to day project development activities, support international consultant with baseline and stakeholder analysis, facilitate stakeholder consultations, provide technical inputs to project activities, and secure co-financing for the full-sized project.
Biomass Energy Technology Experts	500	23	Provide technical advice on biomass technology issues, ensure coordination between project team and government departments, help secure co-financing for the project, and provide technical support for all project design activities.
Forestry Technology Specialists	500	22	Provide technical inputs and recommendations on forestry, biomass technology and financial issues
International Consultants			
CC Project Development Expert	3,000	8	Coordinate baseline analysis, facilitate log frame workshop, calculate CO ₂ emission reductions and draft full-size project document.



Annual Work Plan

Sri Lanka - Colombo

Award Id: 00060016
Award Title: Promoting Biomass Energy Production
Year: 2010

Report Date: 10/6/2010

Project ID	Expected Outputs	Key Activities	Timeframe		Responsible Party	Planned Budget			
			Start	End		Fund	Donor	Budget Descr	Amount US\$
00075332	Promoting Biomass Energy Prod	Conduct of LFA			SRL-Ministry Of Forestry & Env	62000	GEF Trustee	71300 Local Consultants	10,000.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	71600 Travel	500.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	72100 Contractual Services-Companie	4,000.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	75700 Training, Workshops and Confe	1,500.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	72100 Contractual Services-Companie	500.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	74200 Audio Visual&Print Prod Costs	500.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	75700 Training, Workshops and Confe	1,000.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	71300 Local Consultants	10,000.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	71600 Travel	500.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	72100 Contractual Services-Companie	5,000.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	72500 Supplies	2,000.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	74200 Audio Visual&Print Prod Costs	500.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	75700 Training, Workshops and Confe	2,000.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	71300 Local Consultants	9,000.00
					SRL-Ministry Of Forestry & Env	62000	GEF Trustee	75700 Training, Workshops and Confe	1,000.00
									48,000.00
									48,000.00
									TOTAL
									GRAND TOTAL



Annual Work Plan

Sri Lanka - Colombo

Award Id: 00060016

Award Title: Promoting Biomass Energy Production

Year: 2011

Report Date: 10/6/2010

Project ID	Expected Outputs	Key Activities	Timeframe		Responsible Party		Planned Budget	
			Start	End	Fund	Borrow	Budget Descr	Amount US\$
00075332	Promoting Biomass Energy Prodru	Conduct of LFA	SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	71300	Local Consultants	2,000.00
			SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	71600	Travel	500.00
			SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	72100	Contractual Services-Companie	1,000.00
			SRL-Ministry Of Forestry & Env	3/2000	GEF Trustee	75700	Training, Workshops and Confer	500.00
			SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	72100	Contractual Services-Companie	500.00
			SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	74200	Audio Visual&Print Prod Costs	500.00
			SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	75700	Training, Workshops and Confer	1,000.00
			SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	71300	Local Consultants	10,000.00
			SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	71600	Travel	500.00
			SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	72100	Contractual Services-Companie	5,000.00
			SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	72500	Supplies	2,000.00
			SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	74200	Audio Visual&Print Prod Costs	500.00
			SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	75700	Training, Workshops and Confer	2,000.00
			SRL-Ministry Of Forestry & Env	6/2000	GEF Trustee	71300	Local Consultants	0.00
		Review of Projects on RE						25,000.00
							TOTAL	25,000.00
							GRAND TOTAL	